

Minutes of the Judiciary and Law Enforcement Committee - December 17, 2004

The meeting was called to order at 8:30 a.m. by Chair Mitchell who led the committee with the Pledge of Allegiance.

Present: Chair William Mitchell, County Board Supervisors Kathleen Cummings, Keith Harenda (arrived at 8:33 a.m. and left at 10:32 a.m.), Mareth Kipp (left at 8:53 a.m.), Carl Seitz (arrived at 9:10 a.m.), David Swan, Jean Tortomasi (left at 10:32 a.m.)

Staff Present: Legislative Policy Advisor Mark Mader, Legis. Associate Sandra Meisenheimer

Also Present: Clerk of Courts Carolyn Evenson; CJCC Coordinator Shelly Cyrulik; Bob Gibson, Consultant with Preston Corporation; Senior Financial Analyst Mike Baniel

Public Present: Fred Kipp of the Town of Genesee

Approve Minutes of December 3, 2004

Motion: Kipp moved, second by Tortomasi, to approve the minutes of 12/3/04. **Motion carried 4 – 0.**

Executive Committee Report by Bill Mitchell for Meeting of December 6, 2004

Mitchell reported on some of the items that were taken up at the last meeting: 1) Ordinance to authorize member services agreement with the Wisconsin Local Government Telecommunications Coalition. All committee members voted against the ordinance and subsequently DOA staff withdrew it; 2) status update on the Telecommunications Environment Upgrade Capital Project; 3) Ordinance to modify the 2004 budget for CDBG and HOME Programs; 4) Ordinance to approve the acceptance of additional disaster recovery initiative grant funds; and 5) Ordinance to amend the Waukesha County Code to include provisions pertaining to the Dept. of Emergency Preparedness.

Reports by Committee Member Liaisons

Swan asked about the items from Supervisor Griffin on the correspondence list for the last Executive Committee meeting. Mitchell said those types of items will not be on the list in the future. There was a brief discussion on what supervisors should do with emails that they receive.

Kipp reported on the new committee she serves on which is chaired by Sheriff Trawicki. Two committees (Jail Utilization and Pre-Trial) were merged. At the last meeting they discussed looking at electronic monitoring and whether they should take the time to investigate better equipment. A day reporting center was also discussed, and the committee will be going to Racine to see their center.

Future Agenda Items by Committee Members

Mitchell suggested a discussion on the Day Reporting Center.

Future Meeting Dates

Mitchell stated the next committee meeting is scheduled for January 14, 2004. Supervisor Cummings said she would be unable to attend. In January there also is a meeting on the 28th.

Overview of Circuit Court Services Strategic Plan to Include Highlights of New Strategic Plan for 2006–2008

Evenson stated for the first time in the current plan (2003-2005), they decided to incorporate court performance standards from the National Court Performance Standards Model. An exercise was done by 14 supervisors/managers in the court system where they discussed the 22 court

performance standards and from that discussion as a group they came up with the 10 critical issues as listed on page 7. These are issues that are of particular importance to the court system in Waukesha County. At the same time, the County Executive came out with a new category of strategic initiatives which he said he wanted all of their goals and objectives to fall under so this became somewhat of a challenge to address both of them. The County Executive's four strategic initiatives were prudent management of fiscal resources, division of comprehensive customer services, innovative and quality services, and the development and maintenance of a high quality work force. She went on to explain how they coordinated the two different areas. To help them they came up with a work sheet and took the 10 court performance standards to identify which of the County Executive's directives they should relate to. She said this is their guiding document to make sure they are addressing all of the projects involved. In the strategic plan, Evenson stated they touch on it in their narrative that all of the projects and the work they do in the court system are aimed at implementing the national critical issues but they will not lay it out the same way. You only see the four areas from the County Executive which simplifies it for everyone.

Swan asked if the 10 items listed on page 4 under Focus Areas for Court System Officials are in priority order. Evenson said these are 10 focused issues that came out of the National Conference in 1996. She wasn't at the conference so is not sure if they are in priority order. Swan said personally he would like to see #6 (Make court procedures, forms, and instructions easier for laypersons to understand and use) move up on the list and regarding #9 (Enhance training, education, and professional development opportunities for staff), it would be good to track how many people and who is going to additional training.

Mitchell asked when you do your strategic plan, obviously your staff has a big input, but do you meet with all the other people, i.e., County Executive staff, judges? Evenson said not the County Executive. She stated there are divisions of the court that she doesn't have authority over, such as the court commissioners, probate, and juvenile court. However, she essentially has administrative oversight for all of the courts budgets, strategic plans, and business continuity plans. When she has supervisor meetings the Register in Probate, Family Court Commissioner, and Clerk of Juvenile Court are included, as well as all nine managers and supervisors. They are a group of 14.

Evenson stated the strategic plan is very broad in nature but to carry it out requires you to cull it down into very specific pieces. If you look under each critical issue, you see the overall goal and a list of actions required and anticipated outcomes.

Evenson went on to highlight their 2006-2008 strategic plan and covered the following areas: expanding their website; collections activities; Criminal Justice Collaborating Council (CJCC) – continue to look at ways to meet the goals of the mission statement; expansion of bar coding, i.e., juries; electronic filing; document imaging; facility planning; expansion of self-help activities; day-to-day data; security relative to training staff and security in general of the building; staff allocation and staff training; and new interfaces with new justice partners (State Patrol, WisDOT, Department of Motor Vehicle, vital records).

Evenson suggested "security screening of the courts tower versus screening of just the courthouse and Administration Building" as a future agenda item.

Update on Criminal Justice Collaborating Council (CJCC)

Cyrulik and Gibson were present. Cyrulik gave an update on the activities of the council as well as

some of the programming which included the alcohol treatment program. She distributed two handouts: Monthly Activity Report for December 2004 and information from the National Drug Court Institute on the DWI/Drug Court.

Cyrulik said there are five standing committees of CJCC with many sub-committees that continue to increase. They vary on topics from criminal case management dealing with the courts and the D.A.'s office to juvenile justice and juvenile restitution issues. Cyrulik and Gibson both highlighted the Criminal Case Management Sub-committee and the Juvenile Restitution Sub-Committee.

Cyrulik said their strategic plan is developed in May to plan for the future. Their top priorities this year are: 1) measuring the effectiveness of programming in the jail, 2) development of a community corrections center, and 3) an alcohol treatment court. Gibson said what was decided as a broad strategy was to develop a community corrections ability where they would add as a strategy specific programs and bring together programs they currently have in an organized way to provide an alternative which works in conjunction with the jail and current community corrections. They looked at how to integrate a much more aggressive and effective community corrections. The idea was that community programs in conjunction with the rest of corrections are much more effective in keeping people from returning to jail.

Cyrulik reviewed the DWI/Drug Court handout. She said she also has three books available concerning the same subject if anyone is interested. She gave a brief history of Waukesha County's participation in the drug court planning initiative, which is sponsored by the Federal Bureau of Justice Assistance. She also explained how a drug court would work. Fourth time offenders will be targeted.

Swan said it is almost mind boggling to him to understand the difference between the third and fourth offense, and then all of a sudden with the fourth offense these people are getting a lot of correction and supervision. However, expecting a person to do a 180 just because it is a fourth offense, he believes would be very difficult for these people. Swan said he commends everyone for their efforts.

Motion to adjourn: Cummings moved, second by Swan, to adjourn the meeting at 10:40 a.m.
Motion carried 4 – 0.

Respectfully submitted,

Mareth K. Kipp
Secretary

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